

**-TEMPORARY FOOD-SERVICE APPLICATION 2001**

**Seattle-King County  
Department of Public Health  
Environmental Health Division**

**\*\* TYPE OR PRINT LEGIBLY**

**\*\* DUE AT APPROPRIATE DISTRICT OFFICE AT LEAST 14 DAYS PRIOR TO EVENT**

|            |           |   |
|------------|-----------|---|
| \$98_____  | 6205(P/E) | Low Hazard Operation (Non-potentially hazardous foods) \$73 permit fee + \$25 Plan Review Fee (S601)<br>Total Fee = \$98  |
| \$126_____ | 6210(P/E) | High Hazard Operation (Potentially hazardous foods)<br>\$101 permit fee + \$25 Plan Review Fee (S601)<br>Total Fee = \$126  |
| \$49_____  | 6215(P/E) | 501(C)(3) organization, \$24 permit fee, include copy of IRS determination letter + \$25 Plan Review Fee (S601)<br>Total Fee = \$49                                 |
| \$25 _____ | 6220(P/E) | Plan Review only  |
| \$25 _____ |           | Late Fee, application made 9-14 days prior to event only with approval of the district office   |
| \$50 _____ |           | Late Fee, application made 8 to 3 days prior to event only with approval of the district office ( Applications received 2 days or less will not be issued a permit) |
| \$ _____   |           | TOTAL PAID<br>\$25 plan review fee is non-refundable<br><br>*School Fees: 6205(P/E) - \$70.00, 6210(P/E) - \$87.50  |

| <b>For Office Use Only</b>    |  |
|-------------------------------|--|
| Permit No.<br>(Svc. Req. No.) |  |
| Inspection<br>Code(District)  |  |
| Event Code<br>(Fac. ID)       |  |

1. Name of Booth: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_
2. Event: \_\_\_\_\_ Event Coordinator: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_  
 Location/Address \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Event Dates: \_\_\_\_\_ Event Hours: \_\_\_\_\_  
 Is this the first time for this event? \_\_\_\_\_ Will this event occur next year? \_\_\_\_\_
3. MENU (include beverages and all extra ingredients served with each item) and PREPARATION PROCEDURES:

a) Check which preparation procedure each menu item requires at the *RESTAURANT*:

| FOOD | thaw | cut/<br>assemble | cook/<br>bake | cool | cold<br>holding | reheat | hot<br>holding | portion | package |
|------|------|------------------|---------------|------|-----------------|--------|----------------|---------|---------|
| 1.   |      |                  |               |      |                 |        |                |         |         |
| 2.   |      |                  |               |      |                 |        |                |         |         |
| 3.   |      |                  |               |      |                 |        |                |         |         |
| 4.   |      |                  |               |      |                 |        |                |         |         |
| 5.   |      |                  |               |      |                 |        |                |         |         |

b) Check which preparation procedure each item requires at the *BOOTH*:

| FOOD | cold<br>holding | cook/<br>grill | reheat | hot<br>holding | assemble | other |
|------|-----------------|----------------|--------|----------------|----------|-------|
| 1.   |                 |                |        |                |          |       |
| 2.   |                 |                |        |                |          |       |
| 3.   |                 |                |        |                |          |       |
| 4.   |                 |                |        |                |          |       |
| 5.   |                 |                |        |                |          |       |

**NOTE:** If your preparation procedures cannot fit these charts, please list all of the steps in preparing each menu item on a separate sheet.

Include all ingredients and condiments.

4. If food preparation is required, list name of restaurant to be used or kitchen facility under Health Department permit.

Kitchen Name: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Dates and Times Kitchen Used: \_\_\_\_\_

5. How will you provide temperature control for potentially hazardous foods? Circle as many as you will be using.

***Foods must be 45°F or colder, or 140°F or hotter. MONITOR THEM FREQUENTLY!***

Hot holding: steam table, oven, BBQ, gas grill, wok, steamers, stove, hot holding case, other (list) \_\_\_\_\_

Reheating or cooking: oven, BBQ, gas grill, wok, steamers, stove, other (list) \_\_\_\_\_

Cold holding: refrigerator, refrigerated truck, refreezable ice/cooler, dry ice/cooler, drained iced, freezer, other (list) \_\_\_\_\_

During Transport: \_\_\_\_\_

6. List personnel for the event (if you don't know who is working yet, provide a name list with Health Card numbers at the booth for the Health Officer):

| NAME | HEALTH CARD # | EXP. DATE | NAME | HEALTH CARD # | EXP. DATE |
|------|---------------|-----------|------|---------------|-----------|
| 1.   |               |           | 4.   |               |           |
| 2.   |               |           | 5.   |               |           |
| 3.   |               |           | 6.   |               |           |

7. Describe booth:

Floor \_\_\_\_\_ Roof \_\_\_\_\_ Walls \_\_\_\_\_

**Walls and ceiling must be made of wood, canvas, or other material that protects the interior of the booth from dirt and weather. Foods cannot be prepared, cooked or displayed on the front counter unless there is some means of protection from contamination. Floors must be made from a cleanable material. Booth must be large enough to accommodate all activity and food storage.**

#### **ADDITIONAL REQUIREMENTS:**

- You must provide a gravity flow **handwashing facility** in your booth. This consists of an insulated container with a spigot that can lock in open position – capacity of 2 gallons or more filled with warm water 80-120°F a tub or bucket for waste water, pump soap and paper towels. You must check the handwash facilities throughout the day and refill when needed. **WASH HANDS FREQUENTLY!**
- You must provide **sanitizer solution** for wiping cloths in your booth. This solution consists of 1 teaspoon of bleach per gallon of water. (or other approved sanitizer).
- You are required to provide a **stem-type thermometer** if you serve potentially hazardous foods. Monitor temperatures frequently.
- You must provide leak-proof **garbage containers** in your booth.
- You must provide **water** that is obtained from an approved source.
- You must dispose **wastewater** in a sanitary sewer. Disposal of wastewater in storm drains or on the ground is unacceptable.
- You must provide **restrooms** for your employees. Restrooms must have handsinks with hot and cold running water. HEPATITIS A and other illnesses can be spread by food workers who don't wash their hands after using the bathroom. **WASH HANDS BEFORE RETURNING TO THE BOOTH.** (Portable toilets are not allowed, unless portable handwashing facilities with hot water, soap and paper towels are provided.)
- You must provide **dishwashing facilities** if you are preparing food at the event or if the event is more than one day. For large events the event coordinator can supply. Soap and sanitizer must also be provided.

**YOUR APPLICATION MUST BE RECEIVED AT LEAST 14 DAYS PRIOR TO THE EVENT. APPLICATIONS RECEIVED LESS THAN 14 DAYS PRIOR TO THE EVENT MAY NOT BE APPROVED. IF APPROVED, MENU MAY BE RESTRICTED. ONCE THE APPLICATION IS APPROVED, NO CHANGES MAY BE MADE WITHOUT APPROVAL BY THE HEALTH OFFICER. UNAUTHORIZED CHANGES MAY BE SUBJECT TO PERMIT SUSPENSION.**

Signature of Operator \_\_\_\_\_

Signature of Health Officer \_\_\_\_\_

Verified permit and operational information with \_\_\_\_\_ Date: \_\_\_\_\_

#### **DISTRICT HEALTH CENTERS**

| <b>ALDER SQUARE</b>                              | <b>DOWNTOWN</b>   | <b>NORTHSHORE</b>                                      |
|--|---|--|
| 1404 Central Avenue S, Ste 101<br>Kent, WA 98032 | 2124 - 4 <sup>th</sup> Avenue, 4 <sup>th</sup> Floor<br>Seattle, WA 98121 | 10808 NE 145 <sup>th</sup> Street<br>Bothell, WA 98011 |

|                |                |                |
|----------------|----------------|----------------|
| (206) 296-4708 | (206) 296-4632 | (206) 296-9791 |
|----------------|----------------|----------------|